



Lyman Marching Greyhounds Washington, D.C. Trip Meeting Monday, January 25, 2010, 6:30 PM AGENDA



1. Welcome – Karen Fuller, Booster President
Itinerary Updates for April 6 – 11, 2010 (Posted at <http://www.lymanband.com>)
 - Parade Step-Off Time – *Notification pending*
 - Capitol Visitor's Center Group Tour – *Booking is pending*
 - Wreath-Laying Ceremony – *Booked*
 - Hotel Location – *Subject to change*
Comfort Inn University Center
11180 Fairfax Boulevard
Fairfax, VA 22030
Phone 703-591-5900
 - Meals / Spending Money / Bringing Snacks (See back)
2. Treasurer's Report – Lisa Smith treasurer@lymanband.com
 - a. Band, Dance, Color Guard fees must be paid in full before trip.
 - b. Trip balance due at February's Booster Meeting
 - Dinner Cruise – 16 Family & Friends Tickets sold & ordered thru tour company
Group reservation (No tickets issued); meet band at the dock for boarding.
 - Parade Grandstand Seating – 28 Tickets sold; will be mailed to board 3-19-10
3. Student Behavior Contract – Mr. Muse, Band Director
 - a. Reasons for Being Sent Home: Behavior or Medical
 - b. Hotel Security and Curfew Procedure
 - c. Signing of Contract – Students and Parents
4. Volunteer Opportunities – Karen Fuller president@lymanband.com
 - a. Report Dividend Hours to Pat Gosha at dividendhours@lymanband.com
 - b. Volunteer Workday(s): Teams to meet during February and March
Volunteers Needed - Check sign-up sheets
 - c. Introduction of Trip Chaperones
5. DC Trip Communications – Updates / Facebook Page – Mike Kazazis
6. Departure Day Procedures – Mirtha Martinez dctrip@lymanband.com
 - a. Lyman Band Room: **Report at 4:30 PM on Tuesday, April 6**
Eat dinner before coming or bring a sandwich to eat during loading.
 - b. Check in with your Chaperone upon arrival
 - c. Medicine Dispensing Forms (2 copies) & Medications (See back)
 - d. Luggage Inspection Procedures / Tag Distribution
 - e. Luggage/Equipment - Each student carries their own (small-wheeled suitcase suggested)
 - f. Packing List / Dress Code <http://www.lymanband.com/Documents/DCPackingList.pdf>
NOTE: **Friday, April 9 – Will probably not go back to hotel to change (See back)**
 - f. **Departure Time: Buses leave Lyman at 7:00 PM**
7. Participants' Tasks for Remainder of Meeting – Mirtha Martinez

Volunteer Opportunities
Sign-Ups Available

PRIOR TO DEPARTURE
February/March Workdays TBA

Band Uniform Repair / Cleaning
Auxiliary Team Repair / Cleaning
Gauntlet Cleaning / Packing
Banner Cleaning / Packing
Water Bottle Counting/Packing
T-Shirt Sorting for Distribution

DEPARTURE DAY
April 6, 2010

Luggage Inspectors (Males/Females)
Luggage Tag Distributors
Inspected Luggage / Instrument Security
Trip T-Shirt Distributors
Bus Loading (Assisting Students)

Trip Chaperones

1. Lester Grimes
2. Teresa Grimes
3. Lori Dowers
4. Elizabeth Villagran
5. Clem Gecewicz
6. Paula Pease
7. Lisa Kimbrough
8. Steve Parrish
9. Ray Martin
10. Naomi Bowen
11. Ken Halladay
12. Karin Fisher
13. Zoraida Diaz
14. Karla Carta

PARTICIPANTS MUST COMPLETE THE FOLLOWING BEFORE LEAVING THE MEETING:

- **TREASURER:** Pay the final installment of trip cost
- **NOTARY:** Notarize Medical Travel Form – Submit copies of Parent's Photo ID & Student's Insurance Card
(Students over 18 must provide photo ID, also)
- **CLERK:** Hand in Medical Travel Form, ID & Insurance Card Copies, and Behavior Contract
- **UNIFORM STATION:** Report any repairs needed to uniforms *(missing buttons, ripped seams, hems undone, etc.)*
- **HOTEL SIGN-UP STATION*:** Groups of 4 students must come together to sign up
 - **GIRLS:** 4 to one room
 - **BOYS:** 4 to one room
- **DAY-GROUP SIGN-UP STATION*:** Sign up for a Chaperone – *No more than 10 students per chaperone*
- **DC TRIP UPDATES:** Sign-Up for email updates – Mike Kazazis
- **TRAVELING TO DC:** For Parents/Guardians planning to travel independently – Register/submit contact information for better communication should the need arise.
- **CHAPERONE MEETING:** Students and Parents meet with Day-Group Chaperone after all of the above is completed.
 - *Exchange Contact Information*
 - *Review Medicine Dispensing Procedures (Form to be submitted on departure day to chaperone along with medication)*
 - *Submit T-Shirt Size*

***DISCLAIMER: If there's any shuffling needed in order to fill all rooms as evenly as possible (for safety and room cost), or if too many students (more than 10) sign up for the same chaperone, the Board reserves the right to "rearrange" groups.**

MEDICATION

OVER-THE-COUNTER MEDICINES: The following medicines will be dispensed only with parent's permission (see Medical Travel Form): TYLENOL / ADVIL / IMODIUM / EMETROL / PEPTO-BISMOL

PRESCRIPTION MEDICINES:

1. Place all medicines in zip-locked baggie with student's name to hand over to your trip chaperone on departure day.
2. Two (2) *Medicine Dispensing Forms* must be filled out - one for the Day-Group Chaperone and one for the Hotel Chaperone. (Form posted at www.lyman.band.com)
3. Parent must turn In the forms and hand the medicines (in zip-locked baggie) personally to student's chaperone.
4. All medicines must be in their prescription bottles with a current date, and only amount needed for trip may be brought.

DIETARY RESTRICTIONS: Please remember that for most meals, it will be up to the student to choose wisely from the menu at food court or venue restaurants.

DRESS CODE

FOR PUBLIC WREATH CEREMONIES (*At the Tomb of the Unknown Soldier in Arlington Cemetery*)
The Superintendent, Arlington National Cemetery, or his representatives, the Sergeant of the Guard, and Relief Commanders have the authority to prohibit a person in non appropriate attire from participating in a wreath ceremony at The Tomb of the Unknown Soldier.

Personal appearance and dress of persons participating in ceremonies at the Tomb of the Unknown Soldier will adhere to dress standards expected of such dignified occasions. At a minimum, the following dress code will be followed.

MALES

A collared shirt
Casual slacks
Appropriate shoes

FEMALES

A blouse
Casual slacks, skirt, or dress
Appropriate shoes

The following attire is considered **not to be appropriate** for participation in the ceremonies:

Blue jeans
Patched pants
Shorts of any kind
Tank tops Halter tops
Tee shirts
Shower type shoes
Tube tops
Shirts that expose the midriff

DINNER CRUISE ATTIRE: Because the itinerary is set up so that the dinner cruise is scheduled for immediately following the Wreath Laying Ceremony, please plan on wearing the same nice attire to both events.

SPENDING MONEY / MEALS

Bring spending money for souvenirs, snacks, lunches, and dinners throughout the trip. Even though meal coupons or \$10 cashbacks will be handed out (see below), if your student is a big eater, plan to supplement with spending money. Small coolers with non-perishable snacks may be brought.

Suggested amount of \$100 – Combination of cash and Visa Gift Card.

MEALS	APRIL 6	APRIL 7	APRIL 8	APRIL 9	APRIL 10	APRIL 11
BREAKFAST	<i>Not Applicable</i>	On your own enroute	Breakfast Buffet at hotel	Breakfast Buffet at hotel	Breakfast Buffet at hotel	Arrive at Lyman at 6:00 a.m.
LUNCH	<i>Not Applicable</i>	\$10 cashback for use in Busch Gardens	\$10 cashback at museum	Meal coupon for Old Post Office Pavilion	Lunch provided with coupon	<i>Not applicable</i>
DINNER	Eat before departure	\$10 cashback for use in Busch Gardens	Meal coupon for Union Station food court	Potomac Dinner Cruise	On your own enroute	<i>Not applicable</i>